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OSA 0867

2 April 1964

MEMORANDUM FOR: Assistant Director, OSA

SUBJECT:

25X1A

1. This memorandum contains a recommendation for your approval in paragraph 6.

2. Subject has been charged with three security violations within a period of six months as follows:

A) 27 August 1963, open safe violation

B) 12 September 1963, open safe violation

C) 28 February 1964, open safe violation

3. Agency Regulation sets forth the following penalty for a third violation within a two year period:

4. However, close scrutiny of Subject's three security violations reveals a circumstance attendant to these violations which is considered mitigating by this Staff. In all three instances the Subject's dial drawer was closed, but the combination had not been spun off by spinning the dial four consecutive turns in one direction. This fact has recently been

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brought to the Subjects attention by this Staff, and by a member of the Security Services Section who has demonstrated the locking mechanism and re-emphasized the necessity of spinning the dial properly in order to effect a secured safe.

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5. It is also the joint assessment of this Staff that during Mr. [redacted] four years assignment at OSA, he has consistently worked long, unusual hours and has consistently manifested a concerned interest in the operational security aspects of his Divisions activities, and on occasion, has alerted us to potential security hazards which have proved helpful in averting unwholesome situations.

6. Taking all the facts into consideration the undersigned recommends invoking a substitute penalty to include:

- A) A lecture of reprimand by the Deputy Assistant Director/OSA,
- B) Assignment of Subject to After Hours Saturday duty for one month,
- C) Written warning from the Director of Personnel advising Subject as to the consequences of a fourth violation.

25X1A

[redacted]
Acting Chief, Security Staff/OSA

CONCUR:

APPROVED:

25X1A

[redacted]
Jack C. Ledford
Colonel, USAF
Assistant Director
OSA

[redacted]
for Albert D. Wheelon
Deputy Director
(Science and Technology)

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